

Missouri Training and Employment Council

Matt Blunt
Governor

Lewis Chartock, Ph.D.
Chairman

Rose Marie Hopkins
Executive Director

Missouri Training and Employment Council

Marriott Downtown
Kansas City, Missouri
July 17, 2007
7:30 a.m. – 9:00 a.m.

Attendees: Lewis Chartock, Garland Barton, John Gaal, Nancy Headrick, Don Hester, Herb Johnson, Gil Kennon, Joe Knodell, Mary Moore Johnson, Miguel Meneses, Rich Payne, Cheryl Thruston, Deb Vandevender, and Ajamu Webster

Staff: Rose Marie Hopkins, Glenda Terrill, Trish Barnes

Other Attendees: Division of Workforce Development: Rod Nunn, Dawn Busick, Mark Bauer, Roger Baugher, Clinton Flowers, Sue Sieg, and Jason Gatz; Northeast WIB: Cyndi Johns; Northwest WIB: Becky Steele; Ozark Region WIB: Bill Dowling; MERIC: Mary Bruton, Franciena King; DOL-ETA: Robert O'Brien, Phillip Moreland; St. Louis Community College: Don Robison, Jane Boyle; MERS/Goodwill: Jeff Cartnal

Call to Order

Lewis Chartock, Chair, called the meeting to order and had all in attendance introduce themselves.

Minutes

Herb Johnson moved to approve the minutes. Don Hester seconded.

Garland Barton referred to the bottom of page 5 of the April minutes which indicate that he moved to approve the state plan and asked if that was for the waivers rather than the state plan. Rose Marie Hopkins explained that it was a modification to the state plan. Mary Moore Johnson stated that MTEC did not have the plan before them as today the state plan was being discussed. She stated that MTEC had received an executive summary in April but they had not seen nor discussed the actual plan before today. Dr. Moore Johnson suggested that the minutes be amended to state that MTEC approved the spirit of the plan but MTEC did not have the plan to approve at the April meeting.

Mrs. Hopkins explained that a new plan was required by U.S. Department of Labor (USDOL) by May 1. The executive summary was submitted with an explanation to USDOL that there would be a completely new state plan submitted prior to October 1, which is what was being discussed today. Mrs. Hopkins explained that what was approved in April and submitted by May 1 was technically the new state plan although it was with the understanding there would be a modification to that. Dr. Moore Johnson requested that the minutes clarify that it was the spirit of the plan and that what had been before the council was the executive summary.

Dr. Moore Johnson requested that the minutes reflect that MTEC was modifying the existing plan. Dr. Moore Johnson requested that when there is a motion that the actual motion be stated in the minutes so that MTEC knows exactly what is being discussed.

Mr. Barton suggested the minutes be changed on page 5 changed to read: "Garland Barton moved to approve the modification to the state plan."

Dr. Moore Johnson moved to amend the minutes at the bottom of page 5 to read that "Garland Barton moved to approve modifications to the existing state plan." Mr. Johnson seconded the motion. The motion carried.

Dr. Moore Johnson requested clarification of the paragraph on page 2 that begins "The executive summary was written to explain." She felt the sentence that begins "The initiatives under the third goal" was unclear. She asked if this meant number three above which is indicated as a priority and if initiatives and priorities are the same thing. Mr. Nunn explained that that sentence refers to specific initiatives under the Employment and Training Administration (ETA) priority three and includes a listing of several initiatives under that priority. Dr. Moore Johnson stated that does explain how the goals relate to the eight priorities from ETA. She asked for that sentence to be changed to make it grammatically correct.

Mr. Johnson moved to approve this change. Nancy Headrick seconded. The motion carried. The minutes were approved as amended.

Dr. Chartock offered congratulations to Miguel Meneses who has recently been married. Mr. Meneses has also recently returned to Able Employment, his former employer.

2007 State Plan

Dr. Chartock stated that Monday afternoon and evening he met with Mr. Nunn and Mrs. Hopkins to discuss the state plan. All three feel that there are enough technical problems in this revision of the state plan that MTEC cannot approve as is but that the larger issues should be discussed.

Mr. Nunn explained that the state plan, as required by law, outlines the Governor's vision for workforce development, explains the programmatic structure, describes how Missouri addresses national priorities, and explains how Missouri maintains fiscal and programmatic integrity in the system. In April, MTEC approved Modification 2 to the state plan. In 2005, a two-year plan was developed that has since expired. At that time, Congress was anticipating the Workforce Investment Act (WIA) reauthorization would be in effect before the two years had lapsed. Mr. Nunn agreed with Dr. Chartock that there is more work to be done to this draft before submitting it to Governor Blunt.

In this version of the plan, many items are reflected from the executive summary in questions posed by ETA. This plan includes new labor market information from MERIC, performance measures that were negotiated with ETA prior to the April meeting, the common measures waiver that DWD will ask MTEC to reconsider due to a national policy change, and a bi-state section addressing commonality with Kansas.

Mr. Nunn explained that the continued focus reflected in the state plan is to go from a job source system to a skills first approach. DWD has tried to reflect its actions to be proactive as opposed to reactive. The plan has no major policy changes, with the exception of the common measures waiver from the executive summary.

Mr. Nunn pointed out specific sections of the proposed plan such as demand driven products that were created by targeted industry clusters for economic development and MERIC's new projections to integrate skills gap into the projections using WorkKeys skills assessments. He pointed out new performance measures on page 203 from recent negotiations between DWD and ETA. The major difference is that DWD is changing to common measures, which address the population across all programs, those entering and maintaining employment, and average earnings. For the youth, there are three additional measures: level of education (how many went to work or post-secondary education), degree or certificate measures (high school diploma, GED, industry recognized certificate), and literacy and numeracy.

In regard to the common measures waiver, Mr. Nunn asked MTEC to act on this waiver request. DWD applied for this waiver a year ago but USDOL stated that since they are unable to compare the system performance across states, then Missouri would be ineligible for federal incentives if it was used. Two years ago, Missouri received \$600,000 - \$800,000 and Missouri was recently notified that it is one of ten states to receive \$1.2 million in additional funds. DWD withdrew the common measures waiver rather than losing this additional money. ETA has modified the policy position so that states that use common measures are still eligible for incentives. DWD is asking ETA that the common measures waiver be implemented where previously rescinded by DWD. Mr. Nunn further explained that previously there were 17 performance measures, many of which have little impact on funding but are administrative or relate to performance. Common measures such as employment, earnings, and retention are much simpler to apply to programs. Missouri is one of a number of states that have asked to use common measures prior to WIA reauthorization. Once DWD applied for the waiver and MTEC approved it, DWD learned that the national policy was that states could not use different performance measures and still be eligible for incentive funds. DWD recently received notification that the federal policy has changed so states will be allowed to use common measures and be eligible for incentives.

Mr. Nunn gave special attention to a new section in the plan that will be in both the Missouri and Kansas state plans. "A Bi-State Vision for Workforce Development" describes common issues between the two states including the OneKC initiative, the SHARED network, implementation of statewide career readiness certificates, a new focus on skill development, and identical federal waivers.

Mr. Nunn thanked the staff who worked so hard on the plan. He stated that he welcomes input from MTEC and hopes to get something to ETA very soon.

Dr. Chartock stated that the state plan is due to USDOL October 1 which means that it will be necessary, once the issues are resolved, to have an MTEC meeting either in person or by phone to meet this deadline. He urged all MTEC members to go through this plan, as Mrs. Hopkins did, line by line to see if any member has other comments. Those comments can be sent to him or Mrs. Hopkins.

Mr. Nunn asked Roger Baugher and Sue Sieg if action needed to be taken on the common measures waiver before October 1. Mr. Baugher explained that the waiver was already submitted in Modification 2.

Dr. Moore Johnson suggested for MTEC meet at the Governor's Conference in August for the purpose of discussing this state plan, which would be in four weeks. After discussing a timeline which would afford Governor Blunt's staff time to review the document, it was decided that the Governor's Conference in August would be appropriate as long as DWD would have time to make the revisions. DWD staff confirmed this could be done.

Gil Kennon would like to know the perspectives that came out of the meetings with Dr. Chartock, Mrs. Hopkins, and Mr. Nunn so that MTEC has that information before proceeding. Dr. Chartock commented that the real problem is that there are many technical issues throughout the report that need to be cleaned up and doesn't see any substantive issues that are going to cause problems. Mrs. Hopkins commented that as she reviewed the plan, she found many typographical, punctuation, and grammatical errors. She also found many issues that needed to be addressed by MTEC. A few of them that are not necessarily issues to be changed in the plan, but issues that need to be discussed at some point. This plan is to be the state board's plan submitted to the Governor for him to submit to USDOL.

Mr. Kennon asked for Mr. Nunn's perspective on the same meetings and asked if these issues will be agreed upon. Mr. Nunn feels that the substantive issues that Mrs. Hopkins referred to will not cause any divisiveness between DWD staff and MTEC. He agrees that some of those issues need to be changed and feels DWD can respond to those. There are some philosophical questions that need to be addressed but does not feel this is something that is difficult to work out. Mr. Kennon suggested MTEC be given a short timeline to submit any comments related to these or other issues in this plan and that a reasonable timeline needs to be established for DWD staff to return the plan to MTEC for review.

Dr. Chartock asked for MTEC members making comments to have them submitted by the end of this week or early next week. He commented that DWD has been handling the day-to-day management of what Missouri does with MTEC's support as a policy board but that does not mean that MTEC wasn't a board that took responsibility for certain things like advising on the state plan to be submitted. MTEC and DWD both have their responsibilities to carry out and there is a little tension about how each does its job.

John Gaal requested that MTEC have adequate time to respond to the revised plan. When MTEC met in April, MTEC was to have the document four weeks prior to this meeting but he received his copy only one and half weeks ago. He noted that MTEC needs to have the proper amount of time to review a 200-page document. Dr. Gaal continued by saying that if MTEC is to be a policy-making board then MTEC should not be meeting to rubber stamp something that DWD staff has put together. Dr. Chartock agreed but the reality is in the end, MTEC and DWD are all on the same team. The state has to get a plan in and MTEC has to do as much as it can within this timetable. Dr. Gaal stated his point is that if deadlines are set, then they need to be kept.

Mrs. Hopkins stated that since she is responsible for sending information out to MTEC then she will take responsibility. Her intention was to afford MTEC four weeks to review the information. A subsequent e-mail was sent that stated there was going to be a delay which

would only give MTEC three weeks but it was actually two and a half weeks prior to this meeting when Mrs. Hopkins received the plan and was able to get it into the mail, giving MTEC two weeks or less to receive and review the plan. She acknowledged there were many good things in the state plan. Mrs. Hopkins spoke with Dawn Busick about the plan and as this plan is the heir to the plan of two years ago, this seems much more logical to her. Mrs. Hopkins feels that MTEC will find the state plan very informative. From her perspective, the strongest part of the entire plan is the Labor Market Information. What MERIC has contributed to this plan is not only very interesting but it tells who is doing what, what kinds of people are needing what kinds of services and in a very clear way.

Nancy Headrick stated that she knows how difficult these state plans are because she has to do them as well. The amount of staff people who are involved in putting them together is also time consuming. Dr. Headrick explained that the Department of Elementary and Secondary Education (DESE) posted their state plan on the web for feedback using a survey to gather input. DESE then reviewed the comments and made changes prior to going to their state board for approval. Dr. Headrick suggested that as a way for MTEC to submit comments and for Mr. Nunn and his staff to review the comments and make any changes to the plan. Then DWD could send it back to MTEC via mail, conference call, or a meeting face to face. Dr. Chartock asked how long that process took. Dr. Headrick explained that DESE received their guidelines on March 13 or 14 and the state plan needed to be submitted by May 7. The state plan was posted in about ten days and gave everyone a month to provide comments.

Dr. Moore Johnson suggested that MTEC's Strategic Planning Committee meet with Mrs. Hopkins to address the issues that she found and then those outcomes could be on the table when DWD staff meets to review the comments. MTEC comments would collectively go through its Strategic Planning Committee.

Mr. Kennon agreed that MTEC should have comments in to Mrs. Hopkins by the first of next week. If there is any meeting between Mrs. Hopkins and the Planning Committee then certainly Mr. Nunn should be advised of that meeting to be able to respond to any issues that everyone is not totally in agreement with. Mr. Kennon also agreed with Mr. Nunn that there are no issues that are significant enough to cause anybody any grief or be divisive to MTEC. He encouraged a process for coordination to avoid this current situation. By Monday, MTEC should have its comments to Mrs. Hopkins and she will inform MTEC of the remaining process. Dr. Chartock stated that if MTEC members have other things to be put on the table then now is the time to do that.

Joe Knodell asked if meeting at the Governor's Conference would work with the timeline for everyone to submit comments to Mrs. Hopkins and have the changes made by DWD staff. He has some concerns and wondered about concerns others on MTEC might have. Dr. Chartock stated that there is nothing more important than what is being flushed out from this discussion as this is at the issue of who MTEC is and MTEC's role. He was complimentary of both discussions on Monday with Mrs. Hopkins and Mr. Nunn in terms of everyone's willingness to improve the plan. Mr. Nunn asked if the meeting at the Governor's Conference would be to finalize the state plan. Dr. Chartock indicated that was his intention.

Ms. Sieg expressed concern regarding the common measures waiver. Mr. Baugher stated that the formal waiver approval letter has not been received. Ms. Busick commented that the common measures waiver has been approved.

Dr. Chartock chose not to use Dr. Headrick's suggestion of posting the state plan on the web at this time as he considers MTEC to be a manageable size where members can respond by next week to offer suggestions or questions. Dr. Chartock stated that MTEC may want to use that in the future. In response to Mr. Kennon's question, Dr. Chartock reinforced having all input to Mrs. Hopkins by Monday.

Mrs. Hopkins recommended that MTEC meet on August 27 at 9:00 a.m. in Springfield. She is flying to Atlanta that afternoon to present a session for ETA so she will not be at the Governor's Conference.

Missouri Career Readiness Certificate (MoCRC)

Dr. Gaal stated that as of last week there are nearly 8,700 MoCRCs that have been issued in Missouri. Missouri will host its second annual Midwest WorkKeys Conference in Springfield October 29 -31, 2007. There is test marketing being conducted. Michael Waltman is working with people from MTEC, business, DESE to create a job seeker pamphlet and a logo for the MoCRC. Mr. Waltman is also working on a MoCRC page on the GreatHires website. Discussions have also taken place with the Bureau of Senior Programs and hopefully will let them see how the MoCRC can benefit their clients. There have also been discussions with the Department of Corrections that will show them how the MoCRC can assist ex-offenders in their employment decisions.

DWD is currently working with ACT to customize the tracking system for the WorkKeys assessments. Eventually, there will be training available on the tracking system. DWD is also in the negotiation phase with ACT for future purchases of the assessments. There is a draft issuance guide on statewide implementation on DWD's blog for review and comment.

Dr. Chartock asked who issues the certificates. Mrs. Hopkins explained that the certificates are issued by the Governor. Dr. Chartock asked who actively determines who receives the certificates. Mrs. Hopkins explained that testing can be done at career centers, some community colleges, some high schools, and some apprenticeship programs.

Ready to Work Update

Before reporting on the status of Ready to Work, Dr. Headrick shared that Missouri was one of ten states that received incentive funds of \$1.6 million by meeting performance. She gave great credit to people like Mr. Kennon, Mr. Barton, Richard Payne and others throughout the state who have been responsible for working with the local levels. Dr. Headrick and Mr. Nunn have both listed priorities for these funds, which will eventually be submitted for the Governor's approval.

Dr. Headrick, Mr. Nunn, and Ms. Busick met with Nebraska officials in April and Emily DeRocco regarding the Heartland Pipeline states, Missouri, Kansas, Iowa, and Nebraska. A \$15 million proposal has been submitted to Secretary DeRocco to develop this project between Missouri, Kansas, Iowa, and Nebraska to prepare students and adults for the workforce on a web-based system. Secretary DeRocco has indicated she is supportive of the proposal. Dr. Headrick sees this as a continuation of efforts she and Mr. Nunn are making to build partnerships and show the connection between workforce development, economic development, and education. She also explained that Ms. Bruton has continued working with DESE to incorporate data that MERIC has to ensure that DESE is supporting high demand and high wage skills.

Dr. Headrick explained that during the 2006 legislative session there is now a statute that directs DESE to develop guidelines for a ready to work program. She explained that this bill is voluntary and unfunded. DESE was designated as the state advisory committee and to include educators, workforce investment people, DWD, and administrators. The committee was charged to identify academic components, workplace components, and third party assessments that could be used to make sure that students are prepared and ready to go to work when graduating from high school.

The group began meeting over a year ago and finished its work in June, as the statute required DESE to have guidelines ready by June 30, 2007. Dr. Headrick was concerned with the title of Ready to Work because it assumes there are different skills needed for someone who goes to work right out of high school versus going to college. As a result, the name was changed to Career Prep Certificate, which illustrates that the skills are the same.

The planning guide has been finalized and is being printed. DESE will be presenting information at the Superintendent's Conference in August about the program. There will be limited funds available next year for some pilots to develop model programs that DESE can use for the Ready to Work Program. DESE is pleased with what has come about and is making sure there is something in the graduating handbook about the program. DESE will continue providing information on the program during the next year. Dr. Headrick will provide copies of the guidelines to MTEC as soon as they are printed.

Dr. Chartock stated that Missouri has the MoCRC and the Ready to Work program and nothing has been said about them being mutually exclusive but he is not sure what each initiative is supposed to cover. He commented that Dr. Gaal discussed the certificates that are being issued and DESE seems to be taking a similar approach. Dr. Headrick explained that the Ready to Work program is voluntary and unfunded. What was developed following the Ready to Work guidelines was academic components, workplace components, and identified assessments. The statute did not direct DESE to identify one assessment so DESE went with the direction of the advisory committee on identifying the components for the program. As a member of the committee, Dr. Gaal commented that the committee did have some issues that with it being voluntary with questions about how many school districts will participate. He reiterated that the MoCRC is something that the school district can acknowledge in part or its entirety.

Joint Meeting with Kansas

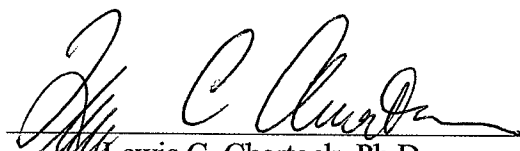
Mrs. Hopkins reminded MTEC about what is expected to transpire at the meeting with the Kansas state board. The primary purpose of this meeting is to have the opportunity to sit at the same table with MTEC's counterpart from another state. She explained that the Kansas state workforce board is formatted similar to MTEC in that it is also a grandfathered JTPA board, not a WIA board. She assured the council there will be time for questions and discussions.

Legislative Report

A status report on legislation affecting MTEC was included in the packets.

Adjourn

Being there was no further business, Dr. Chartock adjourned the meeting at 9:00 a.m.



Lewis C. Chartock, Ph.D.
Chairman

Rose Marie Hopkins
MTEC Executive Director